

**Michigan Interagency Coordinating Council (MICC)**  
**EARLY ON® MICHIGAN (PART C OF IDEA)**  
**Friday, May 9, 2008**  
**Michigan Department of Education**  
**State Board of Education Room**

**Minutes**

**Members Present:** Keith Alexander, Honorable Brenda Clack, Sr. Barbara Cline, Barbara Corbin, Sheri Falvay, Laura Jensen Hunt, Julie Lagos, Mark Larson, Mac Miller, Joan Moiles, Emilie Mullins, Mark Reigle, Mary Roberts, Sally Vaughn

**Alternates Present:** Lindy Buch, Connie Cullip, Ted Forrest, Lori Irish

**Staff Present:** Jessica Brady, Reneé DeMars-Johnson, Sharon Dietrich, Brenda Fink, Mischele McManus, Cheryl Najm, Nancy Peeler, Barb Schinderle, Vanessa Winborne

**Grantees Present:** *Early On* Training and Technical Assistance:  
Christy Callahan  
Michigan Alliance for Family Involvement:  
Sandee Koski

**Guests:** Ken Roberts

**Call to Order:** Chairperson Mark Larson called the meeting to order at 9:30 a.m.

**Introductions:** Introductions were made and everyone was welcomed.

**Approval of Minutes:**

**A motion was made by Sheri Falvay and supported by Joan Moiles to approve the minutes. Motion carried.**

**Approval of Agenda:** The Redesign update will be given after the Parent Support Ad Hoc Committee report.

**A motion was made by Sheri Falvay and supported by Keith Alexander to approve the amended agenda. Motion carried.**

**Public Comment:**

Mark Larson read public comment submitted electronically on behalf of Rich Van Tol, Director of Early Childhood & Parenting Services, Saginaw Intermediate School District. Mr. Van Tol's comments were regarding decreased funds and the difficulty in providing services.

Vanessa Winborne responded that the budget discussion will go into more detail about the funding issue, and Mr. Van Tol could be invited to participate on the proposed Budget Ad Hoc Committee.

**Election of Co-Chair and Secretary:**

Julie Lagos was elected MICC Co-Chair and Laura Jensen Hunt was elected MICC Secretary.

Julie is the parent of five children and her youngest received *Early On* services. She lives in Macomb County, has served on her Local Interagency Coordinating Council (LICC), has been an MICC alternate for five years, and currently works part time as a family liaison for Macomb ISD.

Laura has four children, one of which received *Early On* services. She resides in Genesee County, sits on her LICC, and has been involved with Redesign and various subcommittees in the *Early On* system at the state level for five years.

**A motion was made by Mac Miller to accept Julie Lagos as MICC Co-Chair and Laura Jensen Hunt as MICC secretary. Sheri Falvay supported the motion. Motion carried.**

**Parent Involvement Committee Charge:**

The Parent Involvement Committee met in April and welcomed its new members. The members reviewed the charge, and in doing so, suggested a few changes. Julie Lagos shared some of the changes with the Council. Council members thought the charge was clearer with the changes.

**A motion was made by Sheri Falvay and supported by Mac Miller to accept the new charge. Motion carried.**

**Parent Support Ad Hoc Report:**

At the February MICC meeting, Council members charged an Ad Hoc Committee to review the current and past parent support policies and make a recommendation about how parent members of the MICC would be reimbursed.

The Committee met in March and recommended reinstating the old policy, as outlined in the Financial Support document, which includes paying parents \$15.37 per hour, including travel time, \$.485 per mile, and up to \$50.00 for child care based on actual expenses. Participants recognized the need for strategies for securing additional funds. For the remainder of this current year, the Michigan Alliance for Families will amend their budget and move \$2,000 into the parent budget line. This is possible since they are still in the implementation stage, but once the grant expands and covers more regions across the state, a greater amount of funding will be needed for implementation. Additional cost saving measures for this year include holding one less Parent Involvement Committee meeting, and the Executive Committee will meet by conference call rather than face to face.

Beginning October 1, 2008, additional funding will be needed in the parent budget to maintain this recommendation. The MICC will discuss the *Early On* budget and form an Ad Hoc Budget Committee to help prioritize funding for supporting parents.

**A motion was made by Sheri Falvay and supported by Keith Alexander to accept the recommendations from the Parent Support Ad Hoc committee.**

**Discussion:**

Members agreed that a flat rate was not equitable for parents that live a greater distance from Lansing, where the meetings are held.

Members would like to explore the budget further to ensure that cuts are not made to the local ISDs.

**Motion carried.**

**Redesign Update:**

Lindy Buch gave a Redesign presentation on behalf of the Management Team, which includes Sheri Falvay, Brenda Fink, Mary Mehren, and herself. The Management Team meets monthly and is charged with implementing the steps of Redesign.

Redesign was done in an effort to identify where *Early On* was, where it needed to go and how it would get there.

A consultant was hired to facilitate the Redesign process, which was adopted from the book The Price of Government, and the steps include:

- *Identify Key Causes and Forces*
- *Determine Eligible Population*
- *Identify Funding Pool*
- *Define Results*
- *Allocate Resources*
- *Convene Results Teams*
- *Develop Purchasing Plan*
- *Create Strategic Plan and Budget*

To date, the following steps are completed: *Identify Key Causes and Forces, Define Results, and Convene Results Teams.*

*Determining the Eligible Population* is going through the approval process. An Eligible Population Task Force was convened and recommended changing the eligibility requirement from 'any delay' to a 20 percent delay in one or more developmental areas, adjusting for pre-maturity up to 24 months. This recommendation went out for public comment and will now be submitted to the Office of Special Education Programs (OSEP) for approval.

In an effort to *Identify Funding Pool*, a Fiscal study was completed, and suggested *Early On* needs more funding streams. There are insufficient federal funds to serve *Early On*, and the

funds are expected to decrease again this year due to declining birth rate. Michigan is waiting for changes at the federal level to occur regarding Medicaid before proceeding on this.

The Ad Hoc Budget Committee will offer guidance on how best to *Allocate Resources*.

In order to *Develop a Purchasing Plan*, Michigan has little flexibility because there are many federal requirements that must be in place.

The MICC will make recommendations to *Create a Strategic Plan and Budget*.

Moving Forward:

- MDE will remain the lead agency.
- MICC is reconfigured with new appointments.
- Interagency management structure is progressing.
- Clarification of partner agencies is ongoing.
- Compliance is the key priority; accountability is required at all levels.
- Redesign is complete, *Early On* moves on with new vigor.

### **Discussion:**

Compliance is the top priority, but it goes hand in hand with services to children and families. Compliance is there to assure the process achieves results for children and families, they are not separate.

*Early On* is not the only entity faced with hard economic times, which involves doing more with less money.

A concern was shared that Redesign did not deal with the issue of serving too many children with not enough resources. Some feel *Early On* needs to either find more money or serve a smaller group of children and serve them well.

Representative Brenda Clack encouraged the Council to link with people on the Appropriations Committee including the Appropriations chair. By strengthening the relationship and networking, sometimes financial issues can be resolved.

### **Budgeting for *Early On* Presentation:**

Vanessa Winborne shared a budget presentation with the Council which entailed how federal funds are spent and the history of spending for the past three fiscal years. The federal requirements for Michigan's *Early On* system include:

- Direct services to children and families, by distributing funds to the 57 ISDs;
- Statewide grants, including Child Find/Referral, Public Awareness, Central Directory and Comprehensive System of Personnel Development; and
- Administration of the federal grant which includes MDE as lead agency, MICC meetings, and General Supervision.

The Office of Special Education and Early Intervention Services at MDE provides many in-kind contributions to *Early On*, which are the Data system, Dispute resolutions, Complaints and Hearings and the contract for the MICC Liaison.

Discretionary funds are given to the Michigan Alliance for Families and Parent Leadership in State Government to support parent leadership activities; and also to the Department of Community Health, Department of Human Services, and the Inter-Tribal Council of Michigan. These funds help to coordinate the infrastructure of the *Early On* system.

The history of spending was discussed and although federal funds have decreased each year, MDE has tried to maintain the same percentage of money distributed to the field. Of the approximately 11 million dollars given to the ISDs each year, all of the funds are spent.

**A motion was made by Mac Miller and supported by Sr. Barbara Cline to develop an Ad Hoc Budget Committee to (A) Look at the budget in detail and recommend and prioritize how to allocate the federal funds, and (B) Review the current funding formula for ISDs and perhaps propose a new formula.**

**Discussion/Comments:**

By tightening the definition of eligibility to 20 percent, a question was asked if fewer children would be referred to *Early On* for services. The Eligible Population Task Force researched this and found that most evaluation tools do not pick up a delay until a child is approximately 17 percent behind, therefore, by moving to a 20 percent delay, it would provide greater equity across the state.

Parents would be included on the Budget Committee, as well as representatives from both large and small ISDs.

A goal of networking with the Appropriations Committee would be a goal for the Budget Committee as well.

For some ISDs, the federal allocation is the only money used to provide direct services to children and families.

The federal application was submitted to OSEP recently. ISDs received an estimate of what their award will be.

The Budget Committee will report to the MICC at the September meeting.

**Motion carried.**

A sign up sheet was passed around for members to sign up to be part of the Ad Hoc Budget Committee.

**Updates:*****Annual Performance Report (APR)***

The APR was submitted in February. In April, OSEP provided a brief opportunity for states to submit clarification for the APR, which Michigan took advantage of. The revised APR will be posted on MDE's website ([www.michigan.gov/mde](http://www.michigan.gov/mde)).

***Public Reporting***

Public reporting is in the second year. MDE is required to report how each local early intervention program is performing on Indicators 1-8. This report will be coordinated with MDE's Communications office and the Office of Special Education and Early Intervention Services (OSE-EIS) and is expected out in early July.

***Determinations***

Determinations will be done by this fall and will include auditing needs, timely and valid reliable data for all local programs, as well as the percentage of uncorrected noncompliance.

Mac Miller shared that Livingston County is creating an electronic IFSP which will be useful in state reporting and management activities. More information will be shared as this project is completed and may serve as a model for the state.

***OSEP Letter Follow up***

The MICC received a copy of the letter from OSEP regarding feedback from the verification visit held in November 2007. The most critical issue for Michigan is the maintenance of effort that must be shown for Part C.

**Report on Public Comments Received:**

Vanessa Winborne distributed and spoke of the public comments received and MDE's response and decision for each comment.

The Established Conditions list has been updated to reflect current terminology and clarify that Mental Health conditions have a high probability of leading to developmental delay. Additional guidance regarding the final list of Established Conditions will be developed and will include examples.

Michigan agrees with comments indicating that Vision Deficiencies have a high probability of leading to a developmental delay and feels that the addition of that language adds clarity to the list.

Based upon guidance from Note 1 under 34 CFR §303.16, which describes possible established conditions, Michigan has decided to retain the category, Neurological Disorders.

The proposed Eligibility Criteria will be adopted and sent to OSEP for approval. Data from other states show little change in identification rates when a percent delay less than 25 percent is adopted. The definition of normal development encompasses a delay of up to 17 percent or 1 Standard Deviation below the mean. For clarification, the proposed eligibility definition will apply only to children referred to *Early On* after the adoption of these rules.

Research shows that premature children typically attain the range of normal development within 24 months of birth; therefore, the preferred practice is to continue to adjust for pre-maturity until that age.

The final Part C Regulations have not been released; however, more changes may possibly be incorporated into the State Plan to align with the Regulations.

### **Social Emotional Pilot Report:**

Sheri Falvay shared a PowerPoint highlighting the work of the Social Emotional Ad Hoc Committee. The purpose of the Committee was to select a tool that could be used during evaluations that was sensitive enough to pick up a social or emotional delay. Several tools were reviewed and the recommendation was to use the Devereux Early Childhood Assessment-Infant/Toddler (DECA-I/T) and the Attachment, Interaction, Mastery, Social Support Tool (AIMS) to be a supplemental tool as part of the assessment related to parent child observation.

The tools were piloted in six sites from August 2007 through January 2008. One site dropped out of the pilot due to staffing issues. The DECA-I/T alone identified 39 children who would not have been eligible for services with the IDA alone.

The conclusion reached was that the DECA-I/T was a usable tool across the pilot sites and was easy to score and understand. The results were able to be readily shared with families, it is sensitive to change, can show improvement, and provides standard deviation scores.

The AIMS, which is an observational tool, was used intermittently because it felt a bit too overwhelming. It was not clear that it assisted with identifying children with social emotional delays.

### **Social Emotional Ad Hoc Committee recommendations:**

- The DECA-I/T along with the IDA (or other assessment tool) be utilized when evaluating infants and toddlers for *Early On* eligibility.
- *Early On* coordinators receive training on the DECA-I/T statewide and have access to technical assistance regarding the DECA-I/T and social emotional health.

**A motion was made by Mac Miller and supported by Laura Jensen Hunt to recommend the use of the DECA-I/T for evaluations and that the state develop a way to provide training to the field in order to use the tool effectively.**

### **Discussion:**

A service provider expressed a concern about additional requirements, but likes it as a best practice tool.

The cost is minimal, and the Mental Health grant would pick up the cost of the training and the tools. None of the pilot sites reported that the DECA-I/T was a burden, but rather felt it was helpful.

Parent council members liked the idea of having this in place so more children would be identified with social or emotional delays.

Any instrument that produces accurate referrals is good. If a delay is identified at a younger age, and intervention begins, costs for mental health services may be less down the road.

MDE does not mandate a specific tool that ISDs must use. By offering trainings on how to implement the DECA-I/T, an additional resource would be available.

**Motion carried.**

**Public Comment:**

Recommend that Rich Van Tol be invited to be on the Budget Committee.

**Adjourn:**

**A motion to adjourn was made by Mac Miller.**

**Motion carried.**